

**MINUTES
GREEN BAY PLAN COMMISSION
Monday, March 11, 2013
City Hall, Room 604
6:00 p.m.**

MEMBERS PRESENT: M. Conard–Chair, L. Queoff–Vice-Chair, S. Bremer, T. Gilbert, J. Reck, and T. Duckett

MEMBERS EXCUSED: J. Wiezbiskie

OTHERS PRESENT: Mayor J. Schmitt, R. Strong, N. Sparacio, D. Lindstrom, Ald. A. Kocha, Ald. M. Steuer, B. Gersek, E. Gersek, various news media

APPROVAL OF MINUTES:

Approval of the minutes from the February 25, 2013, Plan Commission meeting

A motion was made by S. Bremer and seconded by L. Queoff to approve the minutes from the February 25, 2013, Plan Commission meeting. Motion carried.

COMMUNICATIONS:

None

OLD BUSINESS:

None

NEW BUSINESS:

1. (ZP 13-05) Discussion and action on a request to amend the Planned Unit Development ordinance allowing a religious institutional use at 300 Elizabeth Street. The request is to allow a different organization to utilize the property for such use and is submitted by Edmund Gersek, property owner. (Ald. Kocha, District 5)

N. Sparacio gave the staff report and recommendation. The Comprehensive Plan shows industrial uses for the site, and the zoning is General Industrial with a PUD overlay. Residential uses are found to the west. The previous PUD approved in 2009 was for a religious institutional use comprised of religious education classes, some offices, and worship services for a small Jewish congregation which had fairly limited use of the site. The current request is for a different type of religious institutional use and represents a fairly small change from that perspective. On the other hand, the church being proposed at this time may represent a more intensive use of the property. The current proposal is a more typical church setting with more people being involved, increased traffic, and additional parking needs.

N. Sparacio state that staff finds this to be a suitable use for this site given its history, but with a few minor issues that need to be overcome related to parking, paving, and obtaining the necessary building permits and site plan approval. These are addressed in the amended PUD standards. Staff's recommendation is for approval of the amended PUD. Staff has received one comment via email regarding this request. The Three Corners Neighborhood Association, Ald. Kocha, and affected residents have been notified.

N. Sparacio said that the Zoning Code will require a more specific site plan, but the intent is clear in the conceptual plan provided. There are no anticipated zoning issues with reestablishing the driveway on the south end of the building as the access for the parking in the rear.

T. Duckett wanted clarification on whether paving the lot or just the driveway will be required. N. Sparacio stated that the driveway must be paved, and the extent of additional paving depends on exactly where they lay out the parking lot. The Zoning Code requires that all parking areas are paved, but there may be a balance of green space left over.

In light of the comment received via email regarding this request, S. Bremer wanted to know if the City requires proof of the requested use because the Plan Commission's purpose is to determine if the use is appropriate. N. Sparacio felt the emailed comment dealt more with the internal governance of the church itself, which he didn't feel was appropriate for the Commission to discuss.

Barb Gersek, 146 Edmund Drive – She said the current tenants agreed to fix the property after the last tenants moved out and left some damages. They have also improved the property, brought in technology, and have worked to make this a good environment for their congregation.

Ald. A. Kocha said she spoke with neighbors, and there has been no objection. She supports this request.

R. Strong said there is some language in the recommended ordinance amendment about complying with the building permits. Apparently there has been construction on this site without permits; he wants to ensure the building is completed correctly and safely.

A motion was made by S. Bremer and seconded by T. Duckett to approve the request to amend the Planned Unit Development ordinance allowing a religious institutional use at 300 Elizabeth Street. Motion carried.

Ald. Kocha asked how the parking and paving issues will be resolved. N. Sparacio said there is a "stop work" order on the property. Therefore, the tenants are aware that they have to come in with a site plan and speak with the Inspection Division about the proposed work to be done. The site plan approval process and any required building permits will address these outstanding issues.

Ald. M. Steuer asked where the property line was; N. Sparacio showed him on the map.

Ed Gersek said his architect is working with Inspection to develop the site plan and building plans.

2. (SNC 13-01) Discussion and action on the request from the Mayor's Office to rename the 300 block of North Pearl Street to Donald Driver Way (Ald. Boyce, District 7)

D. Lindstrom gave the staff report and recommendation. Staff went through the appropriate review process. All reviewing agencies were in support of the request, as well as the two neighboring property owners. Staff recommends approval of the request.

M. Conard asked staff why "Way" was chosen instead of "Drive". D. Lindstrom said it was Donald Driver's choice.

A motion was made by L. Queoff and seconded by T. Duckett to approve the request from the Mayor's Office to rename the 300 block of North Pearl Street to Donald Driver Way. Motion carried.

Ald. Steuer asked if the City had a policy for the naming of streets. D. Lindstrom said when a new subdivision is approved, there is a street naming policy that is followed. There is a short review process to ensure the name has not been used. R. Strong also added that the name has to be a certain amount of characters or less, it has to be understandable, easy to pronounce for emergency uses, etc.

OTHER:

Director's Update on Council Actions

R. Strong gave the following updates:

- The Mayor's speech is on Wednesday, March 20, at 5 p.m. at the Meyer Theatre.
- The St. Patrick's Day parade on the CityDeck is on Saturday, March 16, at 10 a.m.
- The Manitowoc Road and University Avenue rezonings were both approved.
- Tim Gilbert was reappointed to the Plan Commission.
- Bellin Memorial Hospital's Planned Unit Development was amended to include the former nurses training center.
- The Smart Growth Plan Amendment was approved.
- Meeting Room 604 will be remodeled beginning March 16 going forward for six weeks.

N. Sparacio said the Downtown Master Plan RFP went out; the responses are due in two weeks. A number of firms have already called expressing interest.

D. Lindstrom provided the Commissioners with invitation cards for the first public University Avenue Corridor Redevelopment Plan meeting to be held March 21 at 6 p.m. at Nicolet Elementary School (1309 Elm Street).

M. Conard mentioned the East Mason Street Visioning session is on April 13 from 9 a.m.-12 p.m.

SUBMITTED PETITIONS: (for informational purposes only)

(ZP 13-06) Request for a Conditional Use Permit (CUP) for a Transient Residential Permit (TRP) located at 1233 Shadow Lane submitted by Michael & Valerie Hubbard, property owners (Ald. Brunette, District 8)

A motion was made by L. Queoff and seconded by T. Gilbert to adjourn. Motion carried.

Meeting adjourned at 6:31 p.m.